



AL. 4346  
DR W K LAMBE  
NATIONAL LIBRARY  
OTTAWA ONTARIO



# THE ALBERTA MUNICIPAL COUNSELLOR

PUBLISHED BY THE DEPARTMENT OF MUNICIPAL AFFAIRS IN THE INTERESTS OF LOCAL GOVERNMENT

Vol. 4 No. 8

EDMONTON, ALBERTA

August, 1959

## THE ROYAL COUPLE COMES TO CALL



GOVERNMENT GARDEN PARTY - Queen Elizabeth, Prince Philip and Premier Manning, together with some of the 1850 guests, pause at the obelisk marking "the north east bastion" of old Fort Edmonton directly south of the Legislative Building. (Alberta Govt. Photo)

### EMA RECEPTION MIXED

To the end of July a split decision has greeted the Edmonton Metropolitan Association proposed last month at a meeting in Jasper Place of 50 representatives from communities surrounding Edmonton. First result came when the Municipal District of Strathcona No. 83 named representatives to the association, but a recent session of the Beverly Town council turned it down. The Council "is opposed to the formation of the Edmonton Metropolitan Association at the present time as it is felt that such an organization will serve no useful purpose ... and further, the council wishes to avoid any proceedings which might hinder and confuse the matter of amalgamation".

Beverly has applied for and wants outright annexation to the City of Edmonton.

At the initial meeting held July 9, Mayor K. Newman of Jasper Place, who was elected provisional chairman of the proposed association, expressed the view that it could be "of tremendous help to us all and to the provincial government".

Purpose of the association would be to co-ordinate various services throughout the metropolitan area.

### L. J. LETAIN DIES SUDDENLY

On July 9 death came to Leon Joseph Letain, Clerk in the General Office of the Department for the past two years. Suffering a heart attack on his way to work, he was admitted to the General Hospital on June 26 but failed to rally. He was 44.

Leon served in the navy during the war, following which he was for a time a member of the City of Edmonton Fire Department. He is survived by two sisters and six brothers.

### SPIRIT RIVER NEXT YEAR

#### NORTHERN MEET AT BERWYN

The annual convention of the Northern Municipal Districts Association was held recently at Berwyn under the chairmanship of John Stromstedt, Councillor of the Peace Municipal District No. 135, the host municipality.

The Convention was well attended by delegates from the County of Grande Prairie No. 1, the Municipal Districts of Smoky River No. 130, Spirit River No. 133, Fairview No. 136 and Peace No. 135. Provincial Government officials present were V. E. McCune and H. G. Atkins of the Bridge Branch as well as A. W. Morrison, Deputy Minister of Municipal Affairs and J. B. Laidlaw, Assessment Commissioner. The Department of Highways was further represented by local district engineers. The Alberta Association of Municipal Districts was represented by President C. P. Hayes, Directors Gordon Moyer and J. F. Smith as well as Mrs. Smith, Secretary-Treasurer. Newly-elected Members of the Legislative Assembly—Roy Ells (Grouard), William Floyd Gilliland (Peace River), Ira McLaughlin (Grande Prairie) and Joseph M. Scruggs (Dunvegan)—took an active part in proceedings as the occasion demanded.

During the day problems relating to the Peace River country were discussed and a number of resolutions were passed for consideration at the forthcoming convention of the parent organization. Delegates were particularly pleased with the social arrangements, especially an excellent banquet provided by the Ladies Auxiliary of the United Church.

At the conclusion of the meeting G. H. Brownlee, Reeve of the Municipal District of Spirit River No. 133, extended an invitation to hold the 1960 Convention at Spirit River. The invitation was wholeheartedly accepted by all present. (J. B. L.)

### STEEL MILL FOR CAMROSE

Camrose will be the site of a \$10,000,000 steel pipe mill, it was announced recently. To be built by Page Hersey Tubes Ltd. and The Steel Co. of Canada Ltd., the new mill will employ 300 men and will produce pipe in diameters ranging up to 42 inches.

Location of the 65-acre property is in the north east corner of the city. An immediate start is being made on the first building which will cover an area of 5 acres. This initial stage will employ 100 men and is to be ready for roofing by fall.

### THIS MONTH

#### TRAINING & ACCREDITATION OF SECRETARY-TREASURERS

By Don Bancroft, Extension Department, U. of A. .... 3  
A NEW FINANCIAL STATEMENT

By Don Bruce, Statistician, D. M. A. .... 4  
COMPARISON of GRANTS & TAXES for 1958

(I. D. 's and SPECIAL AREAS) ..... 5  
COMPARISON of GRANTS & TAXES (M. D. 's & COUNTIES)

Compiled by Don Bruce ..... 6

The BACK FENCE ..... 7

Secretary's Calendar ..... 8

Long in the Service - PETER MacDONALD ..... 8



THE

SECOND

PAGE . . .

STAY ALIVE, PLEASE

With school out, people with children arrange to take their holidays sometime during July and/or August. Now that's not too profound an observation, we know, but it does serve to get us off the ground. It serves further to explain why the casualty lists these two months are considerably longer and thus more terrible than other months of the year.

As it has been since we were much younger, the Number One Killer this summer will in all likelihood be the automobile. Drowning while swimming or boating will account for a slightly smaller but nonetheless tragic figure.

With respect to boating and swimming accidents, we're merely going to point out that people should learn to swim. Until he or she can stay above water with or without water wings, nobody has any business being immersed in any liquid outside a glass.

From where we sit, that's just plain common sense.

The same kind of thinking will help us steer clear of traffic accidents ... at least to some extent. True, we can't do much about the maniac who cuts in just ahead of our front fender; nor the slob who does his love-making at high speed on the highway; nor the fellow who insists on riding our tailgate. But we can do something about our own habits. And maybe we should.

For example: Rather than argue about who has the right-of-way, why not give it to the other fellow? Why should we try so hard? Are we trying to prove something? If so, we had better forget it while we can.

Another thing: We can be courteous. Let's be sure we drive like gentlemen ... especially when the other fellow doesn't. He may not have had our advantages.

And finally: Let's remember the Golden Rule. There's no safer place than our streets and highways to practice it.

At one per copy we now have some 1850 healthy readers and we like it that way. Let's make sure we don't slip to 1849 ... for the September issue.

\* \* \* \*

Executive: A man with a worried look on his assistant's face.

THE CHANGING SCENE

It was May when we carried our last list of changes in municipal officials. Here are further changes noted up to the middle of July.

COUNTY OF PONOKA No. 3  
Secretary-Treasurer ..... L. G. Saunders

VILLAGE OF ARROWWOOD  
Secretary-Treasurer ..... G. F. W. Oakes

VILLAGE OF COCHRANE  
Secretary-Treasurer ..... Mrs. H. Patterson

VILLAGE OF DEWBERRY  
Secretary-Treasurer ..... Mrs. D. Oxtou

VILLAGE OF EDBERG  
Secretary-Treasurer ..... Mrs. G. Scott

VILLAGE OF HAIRY HILL  
Secretary-Treasurer ..... S. Bidulock  
Mayor ..... S. Fedoriuk

VILLAGE OF RYLEY  
Secretary-Treasurer ..... S. G. Halberg,  
Box 141.

VILLAGE OF SEDGEWICK  
Secretary-Treasurer ..... W. Baich

TOWN OF GRIMSHAW  
Secretary-Treasurer ..... Mrs. U. Brauer

TOWN OF MAGRATH  
Secretary-Treasurer ..... Mrs. B. Anderson

TOWN OF STRATHMORE  
Secretary-Treasurer ..... J. Thomas

TOWN OF TWO HILLS  
Secretary-Treasurer ..... J. A. Blonsky

YOU ARX A KXY PXRSON!

Vxvn though our typxwritx is an old modxl, it works quitx wxll with thx xxxcptio of onx of thx kxys. Just onx kxy not working makxs quitx a diffxrxncx.

In our Assxssors' Association wx arx all kxy pxoplx, and thx hxlpl of xach onx is vxry important. You may say, "Wxll, I am only onx pxrson. I won't makx or brxak thx program." But rxmxmbxr, thx Assxssors program nxxds thx activx participation of vxvry mxmbxr. So wxxn you rxad about thx Assxssors program, think of our typxwritx and rxmxmbxr you arx nxxdxd, and say to yoursxlf, 'I am a kxy pxrson, and I am nxxdxd vxry much.' - Harold H. Grundemeier -

A RUSTY FIRE ENGINE

Did you ever see a rusty fire engine? Probably not. Fire engines cost \$25,000 a piece and the town sees to it that their shiny new investment is taken care of.

After spending \$25,000 for a revaluation do you think a town would let that investment rust away. The sad answer, in many cases, is yes. Rust away until it is absolutely worthless. A greater tragedy, perhaps, than a rusty fire engine.

The fire engine gets a good garage. It gets a periodic motor tuning and a battery and tire check. Supplementary equipment is periodically checked and replaced. She goes out on practice runs, and the crew gives her an affectionate wash and polish as needed.

The revaluation all too often finds a home in a dusty file cabinet in some obscure corner of town hall. It serves its purpose for one year, and that performance is expected to work miracles and last indefinitely. Some revaluations begin to deteriorate immediately. The process is invisible, so nobody bothers very much. Years later, when aggrieved taxpayers sound the alarm, the property record cards for such a town might just as well stay in the filing cabinet for all the good they will do.

We agree then that revaluation deserves as much maintenance as a fire engine. How is it done?

First of all, it deserves a good home. If the revaluation firm turned the property record cards over in cardboard boxes, permanent filing cabinets should be provided and located for easy reference by the assessor, preferably where he meets with the taxpayer.

Then a new property record card should be made out for every building completed after the revaluation and an appraisal made in accordance with the same standards used in the revaluations.

All alterations to existing buildings—alterations and demolitions—should be entered on the property record card. The appraised value and the assessment should be changed accordingly.

Lot descriptions on the property record card should be altered to show recent skipoffs or additions. Changes of ownership and sales prices should be recorded promptly.

Any changes in value due to neighborhood decline or improvement should be accounted for. Unusual rates of depreciation of obsolescence in particular properties should be accounted for.

The entire property record card file should be reviewed annually. The most direct method is to examine the card while examining the property.

In short, the property record card should be right up to date, and the assessor should be able at any time to show that the current assessment is based squarely on the data on the card.

- Texas Assessors' News

The Alberta Municipal Councillor

Published monthly by the Department of Municipal Affairs, Government of the Province of Alberta, the Municipal Councillor is intended to serve those persons who have interested themselves in various aspects of local government. Material may be reprinted without restriction but a credit line is appreciated. No charge is made for the publication, and persons desirous of receiving it should send the request to:

The Alberta Municipal Councillor,  
Department of Municipal Affairs,  
Edmonton, Alberta.



# TRAINING AND ACCREDITATION OF SECRETARY-TREASURERS

BY D. A. BANCROFT, EXTENSION DEPARTMENT,  
UNIVERSITY OF ALBERTA

The Public Administration Training Division is a portion of the Department of Extension, University of Alberta. Heading the Division is Mr. Duncan Campbell the Director of Extension, and advising him on the preparation and conduct of the training courses is a committee consisting of representatives of the University, the Department of Municipal Affairs, the Alberta Association of Municipal District Secretary-Treasurers, the Association of Assessing Officers of Alberta, the Alberta Association of Municipal Districts and the Union of Alberta Municipalities. Sub-committees of the main advisory committee have been established to guide the development and progress of each of the separate certificate courses.

This may seem like very elaborate machinery for guiding the work and activities of one itinerant lecturer like myself. Let me say that the lecturer is not so unruly as to need all this guidance for his sake alone. It is because these public administration courses are of concern to so many other people (and of such vital concern to some) that the elaborate steering organization was established.

Municipal administrators in Alberta have known for many years that their professions could benefit from a training and accreditation scheme. The organization I have described is the natural result—an outgrowth of that desire for formal training and acknowledgment. It is significant, after some years of delay in establishing a training program, that the organization finally formed represents such a wide area of the political and economic structure of our society. Public administration training covers such a large field that neither the professional groups nor their employers, neither the provincial Department nor the University felt ready to proceed alone into the field without guidance from those other interested segments.

After one year of operations, I must say that the advisory committee membership have been generous in giving their time and effort to the planning and implementation of the courses. If in the passing of time, it is judged that we have been successful in our training and accreditation endeavors, I think that much credit for this will be due to the broad experience and diverse fields of interest contained in the structure of our organization. No less credit will be due to the enrolled student body, which has been always eager and responsive but at the same time tolerant of the imperfections in our new venture.

## THREE OBJECTIVES

Let me list the objectives of the public administration division as follows:

- (a) The assembly of lesson material on the subject of public administration in its various divisions and the preparation of written lessons on these subjects.
- (b) The presentation of the study material to administrators and others through an "in service" training program.
- (c) The certification of those who successfully complete the training program.

## ASSEMBLY OF MATERIAL

You will appreciate that a new collection of study material is a necessity for this kind of course. We must begin, very literally, at the beginning. The material we need must be gathered from raw sources and from outside works or from treatises on Political Science and Economics. It must be informative if it is properly to train our administrators, and it must be fairly comprehensive if it is to provide a measure for qualification or accreditation.

The substance of our training course must be informative; that is, it must provide a beginning in obvious or commonly known facts and historical events and it must proceed on these facts and events to consideration of their importance, to an analysis of causes and effects, and finally to discussion of practices and procedures which will best cope with the work that must be done. It is not intended that we should teach procedures, for if we were to do so, then we would have to assume the authority for prescribing "correct" procedures. That is not our purpose. We do not expect the student to commit anything to memory, but we do expect the student to search in his experience, in the statutes and in various written works for the leads to answers

to his problems. We should first loom into the "whats" and "whys" and the "wherefores" before attempting to answer the "hows".

The substance of our training course must be fairly comprehensive; at least it should cover all the important aspects of public administration. Although each local government has its own peculiar problems arising out of its unique location, its economy, its population and its history, we must attempt to deal with the problem which is common to all or is familiar at least to a large proportion of the trainees. We must attempt to prepare lessons which will serve this purpose and we will be obtaining papers from many of you in the attempt to use your experience and knowledge in our work.

## A MATTER OF PRINCIPLES

The subject matter, therefore, must be rendered down to provide principles. Principles are primary or original or fundamental truths, laws and tendencies. They have to do with prime motivating forces. Principles are often general in terms and refer to mere tendencies, or natural dispositions, but sometimes it requires considerable thought and discussion on actions and events in order to expose their nature. It is not always easy to measure the strength or effectiveness of some principles or to understand the relationship of principles which tend to oppose each other. The "ability to pay" principle of taxation does not fit comfortably in conjunction with "benefits" principle of taxation. The principle of subjecting a secretary-treasurer's position to the "pleasure" of council seems to be at odds with the principle that a secretary-treasurer has a first loyalty to the statutes. The secretary's personal or professional ethics may at times conflict with these other principles.

I think that in order to cope with the day to day problems of administration, we must somehow gain an understanding of these principles so that we may treat each new problem on the basis of the principles which apply, reconciling them where they appear to be in conflict.

Some principles may be stated as "universal truths". Such principles are so general and so universal in their application that they are not normally given the name of principles at all but are accepted as obvious truths in any set of circumstances. Principles can in all cases be fairly simply stated and are usually fairly obvious; but in using them we find that we must exercise a degree of discretion which comes only with a comprehensive knowledge of the situation both locally and in the broader aspect.

We attempt in the course to view the administrator's operations from many angles and without prejudices. Then by means of examinations directed to the task of discovering our candidates knowledge of the principles, we can grade him on his qualities as an administrator.

## EXAMINATION REVEALS KNOWLEDGE

The examination which was written just last month was meant to do this. I am sure that many of you who did not take our course could have passed that exam because you have the fund of knowledge, gained through experience which we were acquiring in our studies during the winter. But at the same time, I can tell you that those who did study diligently and did acquaint themselves intimately with the topics we dealt with, earned for themselves grades that were vastly superior to a mere pass mark. And I submit that these people who earned the high marks have done so by training themselves in the use of these principles—the forces, laws and tendencies in describing and explaining their own day-to-day operations.

We have no magic set of rules to give you. We have not perfected a simple technique for administrators. We do not attempt to scrutinize the motives, the reasons and the natural tendencies affecting your work, so that the decisions you make and the answers you give are better founded in truths and in facts. If we have succeeded in providing some answers for problems you have had, I am sure that we have posed new questions and exposed new problems for which no corresponding solutions were provided. I do not expect that after completing our three year course you will find that our total tally of solutions and

(To Page 7)



U.R. SHOGREN, FIELD ADMINISTRATIVE OFFICER, DEPARTMENT OF EDUCATION, AND T. D. BRUCE JOINED FORCES TO ADDRESS MUNICIPAL PEOPLE AT BANFF. HERE'S WHAT MR. BRUCE SAID . . .

# A NEW FINANCIAL STATEMENT

BY T. D. BRUCE, STATISTICIAN, D.M.A.

You will all recognize this as the financial statement required each year by the Department and in one form or another as the basis of your annual report to your ratepayers.

At the beginning of each year, we receive some 300 of these statements in the space of a few weeks which have to be checked and compiled as the basis of our Department's Annual Report. They are also the basis of 101 other reports including publications by the Dominion Government. When finished some 5 or 6 hundred copies of our report go not only to other government agencies but to universities, libraries, financial and business firms all over the world.

Our insistence on following a fixed pattern of reporting your transactions for the year is probably the basis of most of our troubles. If a little thought is given to the final uses made of these figures it becomes apparent why uniformity and continuity from year to year are so necessary.

The easiest solution would be to report only insofar as opening and closing bank balances are concerned and judge the success of the year on the basis of the profit or loss indicated by these figures. Unfortunately this would be inadequate. Local governments are not considered as profit-making organizations and too many people (who in the business world are interested in profit or loss) want to know all the details concerning the manner in which their tax money is being spent.

Therefore it might as well be accepted that financial statements in one form or another are going to be required and in this day and age will probably become more complicated and detailed as time goes by.

## EVOLUTION OF STATEMENTS

Prior to 1932 the statement was a large one-page affair that makes me very envious when I look back at them. In 1932 an abbreviated form of our present day statement was introduced and used until 1942. In 1937 and 1940 Dominion-Provincial Conferences on Municipal Statistics were held that resulted in a 1942 edition of a Dominion Bureau of Statistics publication entitled "Manual of Instructions". The manual is a text-book of municipal accounting.

A Continuing Committee was appointed at the first Conference which has led to subsequent conferences, a revised Manual in 1950 and a new Manual which was authorized at a conference held last year and is in the process of being prepared for distribution as soon as possible.

A good explanation for all this is the following quotation from the 1950 Manual:

"One of the objectives of the Dominion-Provincial Conferences on Municipal Statistics has been the standardization of municipal financial reporting throughout Canada, not only to the public at large, but also to the Provincial Departments of Municipal Affairs or other authorities, which in turn would also make possible the procuring of comparable municipal statistics on a provincial basis. The schedule for reporting balance sheet information, revenues and expenditures, and other financial data relating thereto were developed with these objectives in mind. These have been amended, enlarged upon and brought up to date at subsequent conferences, and are published in revised forms in this new edition of the Manual, which explains their application and use. At the same time provision is made in the manual for a breakdown of municipal financial statistics and activities which will permit comparisons and consolidations to be made of financial statistics on a national scale, including the federal, provincial and local governments."

From these Conferences and manuals our present day Financial Statement emerged and except for revisions to keep it up to date it remains much the same as when first introduced in 1943.

## CONTEMPLATED FOR SOME TIME

For some time the Department has contemplated changing the statement to provide a more detailed and self-balancing accounting of capital and loan funds and planned to revise the 1958 statement accordingly.

We were pleasantly surprised to find that at last years Dominion-Provincial conference the Continuing Committee recommended changes along the same lines which the Conference accepted. These changes will be in the new manual. We therefore thought it best to delay the changes until this year in the hope that the new manual would be available and in the meantime we would have this opportunity of bringing it to your notice. It now looks as if the manual will not be ready in time for consideration this year and we plan to go ahead where we left off last year. \* \* \* \*

The new financial statement will contain a "Capital and Loan Funds Specified Receipts and Payments" statement. To make this a balancing statement a "Capital and Loan Funds Surplus (Deficit) Account" will be added. In practice this will mean that a separate bank account will be maintained for capital transactions.

"Capital expenditures provided out of Revenue" will continue to be permissible but will necessitate a transfer through the Surplus-Deficit accounts and we will end up with a "Capital and Loan Funds Balance Sheet" that is entirely separate from the "Revenue Fund Balance Sheet".

## COUNTY STATEMENTS

Our County Statements are receiving further criticism in that they do not give a clear picture of school transactions. This becomes more serious as the years go by and new Counties are formed. We therefore plan to change this statement as follows:

The changes for Capital and Loan fund accounting will be the same as mentioned except that the supporting statement giving the Functional Classification, Nature of work or Asset acquired and the amount spent will be enlarged upon to arrive at the total cost of school buildings during the year.

The actual Revenue and Expenditure statements will be abbreviated as much as possible and will be supported by a "Municipal Committee" statement and a "School Committee" statement in which the necessary details will be shown. The actual Revenue and Expenditure statements will be much the same as presently prepared and will establish the actual surplus or deficit for the year. Each of the supporting statements will consist of items that can be readily classified as to being either of a school or municipal nature.

Certain items such as "Contributions, Grants and Subsidies", "Capital Expenditures provided out of Revenue" and "Debenture Debit Charges" will be allocated to these two statements from supporting statements giving the details of these transactions in which the amounts applicable to each function of the County will be established.

Insofar as the tax levy is concerned, the revenue for the school statement from taxes will consist of the School Committees requisition on the County and the revenue for the municipal statement will be the total tax levy less the school requisition. ●



T. (Thomas) Don Bruce has been with the Department of Municipal Affairs for nine years . . . two of them with the Assessment Branch and seven as Statistician with the Municipal Inspection Branch.

Two of his major responsibilities are the preparation of the Departmental Annual Report and the calculation of unconditional grants made each year under the terms of The Municipalities' Assistance Act.

In addition Don prepares such comprehensive tables as are featured on the next two pages. These relate to Alberta I. D. 's and the Special Areas as well as Counties and M. D. 's. Cities and Towns and Villages to follow.



I. D.'S AND SPECIAL AREAS

The ALBERTA MUNICIPAL COUNSELLOR - August, 1959

COMPARISON OF GRANTS AND TAXES FOR 1958

COMPILED BY T.D.BRUCE, STATISTICIAN, D.M.A.

1958 COMPARISON OF GRANTS AND TAXES IN IMPROVEMENT DISTRICTS AND SPECIAL AREAS

Improvement District No.	DIRECT GRANTS					INDIRECT GRANTS					Total 1958 Grants	Total 1958 Tax Levy	Total Grants And Taxes	% of Grants To Total
	Administration	Public Welfare Assistance Act	Municipalities Assistance Grant	Road Grants	Crown Leases	Health Units & Nursing Services	Other	School Operational	School Capital	Hospital				
**8	27.00	-	347.77	-	70.50	94.38	-	7,110.22	-	4,693.00	12,342.87	3,428.25	15,771.12	78.26
10	9,297.00	6,052.38	24,838.60	17,559.14	182.75	1,689.40	-	68,841.60	-	25,597.00	76,220.08	7,277.95	83,498.03	66.90
11	38,817.00	4,715.26	39,508.52	232,028.81	26,833.52	5,521.83	2,200.00	279,217.39	60,388.47	7,986.00	742,218.80	300,952.56	1,043,171.36	71.15
22	7,701.00	716.28	4,227.05	31,421.90	7,769.38	518.47	-	38,404.63	9,007.80	2,986.00	107,163.69	129,163.69	236,327.38	83.20
27	2,307.00	-	3,353.17	83,656.42	4,767.66	85.80	-	-	-	1,300.00	97,472.05	7,026.71	104,498.76	93.28
33	102.00	-	419.54	34.40	34.40	-	-	-	-	611.00	1,166.94	1,464.16	2,631.10	44.35
42	13,980.00	45,988.96	40,475.10	140,135.35	89.96	4,136.95	-	168,775.36	373.74	71,526.00	485,481.42	173,604.66	659,086.08	73.64
946	7,711.50	3,170.94	40,308.02	3,106.26	1,274.01	1,684.82	-	53,302.68	-	31,928.00	142,486.23	95,521.44	238,007.67	40.13
50	571.50	-	629.19	703.93	183.66	51.45	-	975.00	-	975.00	3,114.73	2,182.59	5,297.32	58.80
*51	-	-	-	-	31.00	-	-	58,104.64	80,238.50	39,195.00	177,569.14	-	177,569.14	-
58	2,392.50	1,560.27	3,078.38	10,613.41	320.29	294.29	-	18,631.94	2,654.22	5,577.00	45,122.30	13,261.47	58,383.77	77.29
65	18,519.00	18,281.61	37,440.40	264,066.58	1,191.51	3,576.27	-	317,197.40	45,186.43	6,587.00	773,046.20	173,016.08	946,062.28	81.71
68	726.00	12.00	2,703.68	15,951.97	36.74	77.36	-	3,490.94	-	1,053.00	24,051.89	13,494.59	37,546.48	64.06
69	432.00	9,668.86	2,536.92	1,660.54	14.27	-	-	860.64	-	1,976.00	17,149.23	5,641.89	22,791.12	73.25
77	8,560.50	6,183.29	28,334.50	509.21	509.21	2,676.96	-	85,125.04	56,761.99	35,152.00	251,441.87	189,065.36	440,507.23	57.08
78	12,094.50	12,447.33	26,011.94	205,891.48	1,285.68	11,923.98	-	56,862.59	13,067.41	43,927.00	383,511.91	121,089.39	504,601.30	76.00
79	1,362.00	6,662.46	16,949.89	540.87	6.76	2,211.66	-	77,331.24	781.25	29,042.00	134,938.13	64,886.93	199,825.06	67.53
*80	-	-	-	-	-	-	-	42,193.44	40,232.50	29,185.00	111,610.94	-	111,610.94	-
85	475.50	2,082.09	2,603.63	3,553.50	626.81	81.97	-	5,759.06	136.99	4,524.00	19,843.55	2,106.77	21,950.32	90.40
95	8,475.00	17,545.38	18,361.61	182,049.03	133.64	2,341.87	-	52,601.94	12,195.65	16,926.00	310,630.12	78,130.29	388,760.41	79.90
96	321.00	1,199.23	2,469.13	10,924.00	18.60	310.86	-	6,885.69	73.91	4,084.00	26,284.42	9,419.83	35,704.25	73.62
101	6,316.50	9,997.46	15,056.88	80,994.09	1,389.49	1,306.84	-	73,971.79	42,945.67	26,507.00	227,027.61	41,190.27	268,217.88	84.64
102	12,255.00	24,260.28	37,464.64	216,083.64	3,660.76	8,040.48	-	220,659.90	42,945.67	65,858.00	631,228.37	80,188.89	711,417.26	88.73
107	3,844.50	8,538.88	11,026.15	113,890.07	1,477.82	2,851.61	-	38,856.77	17,677.82	19,526.00	217,689.62	38,428.73	256,118.35	85.00
108	2,142.00	7,406.50	4,444.76	123,643.07	885.04	23,084.65	-	22,518.23	3,832.16	7,865.00	195,821.41	14,405.69	210,227.10	93.15
109	5,601.00	4,792.94	12,302.45	40,568.52	931.10	4,086.82	-	63,292.70	11,471.91	22,009.00	165,056.44	65,546.49	230,602.93	71.58
110	406.50	-	2,599.33	111.01	111.01	394.44	-	17,943.00	-	4,498.00	25,932.28	13,991.40	39,943.68	64.97
111	694.50	1,893.30	1,778.56	40,716.72	211.56	274.74	-	34,326.23	-	3,133.00	83,028.61	11,197.28	94,225.89	88.12
121	336.00	2,141.67	1,444.61	1.76	-	-	-	5,980.72	-	2,561.00	12,465.76	2,862.25	15,328.01	81.33
122	940.50	2,887.24	4,146.28	11,403.31	48.31	1,502.00	-	14,653.72	8,368.53	7,241.00	51,190.89	9,533.73	60,724.62	84.30
123	75.00	-	15.04	-	-	-	-	-	-	-	116.04	6,825.32	6,941.36	16.72
124	7,636.50	23,987.32	23,665.63	35,935.96	619.26	9,377.72	-	85,065.28	45,463.28	41,808.00	273,558.95	75,881.88	349,440.83	78.28
125	9,718.50	12,869.65	22,848.70	161,640.86	3,226.91	2,829.45	-	104,445.75	51,795.28	41,015.00	410,390.10	86,215.12	496,605.22	82.64
126	6,931.50	4,607.76	17,924.83	100,576.35	3,170.38	5,259.48	-	110,521.79	40,412.27	13,551.00	320,955.36	64,401.86	385,357.22	83.29
128	417.00	7,261.93	7,127.36	12,367.19	25.52	-	-	8,487.69	-	12,311.00	47,997.69	3,363.90	51,361.59	93.45
129	256.50	5,741.21	6,603.53	343.17	7.53	673.07	-	73,593.23	6,881.88	11,401.00	25,026.01	3,248.57	28,274.58	88.51
131	8,016.00	12,507.26	15,928.45	85,378.52	3,226.19	2,010.08	-	136,641.81	58,032.75	28,613.00	236,154.61	64,727.36	300,881.97	78.49
132	11,389.50	7,620.72	21,119.89	188,453.95	7,006.04	6,771.23	2,863.74	86,750.00	36,529.50	37,427.00	477,346.63	123,529.52	600,876.15	79.44
134	10,646.50	5,128.53	18,967.47	111,807.17	9,049.79	8,234.36	-	-	-	34,229.00	321,344.32	85,556.69	406,901.01	78.97
137	21.00	-	956.00	-	4.39	-	-	-	-	1,651.00	2,632.39	1,529.28	4,161.67	63.25
138	13,024.50	5,176.33	25,161.83	135,968.18	7,725.42	5,983.70	1,864.00	98,437.71	10,060.67	45,357.00	356,759.34	104,423.43	461,182.77	77.36
139	10,225.50	5,994.42	19,030.09	176,772.19	8,474.64	9,061.78	-	90,679.91	2,869.32	34,255.00	357,362.85	79,464.24	436,827.09	81.81
143	1,660.50	9,805.83	6,533.65	3,667.34	-	-	-	30,463.05	-	11,427.00	63,557.37	13,825.13	77,382.50	82.13
144	91.50	474.08	190.60	-	-	-	-	-	-	338.00	1,094.18	277.93	1,372.11	79.74
145	256.50	777.74	1,019.00	-	87.62	-	-	-	-	7,768.00	1,094.18	10,308.62	14,217.48	27.49
146	513.00	708.23	4,746.26	3,259.52	1,628.95	257.54	-	21,966.73	3,712.50	8,242.00	45,034.73	10,937.53	55,972.26	80.46
147	3,556.50	15,302.32	18,642.67	118,173.41	4,433.02	1,147.82	-	128,436.25	26,847.50	32,500.00	349,059.49	22,404.36	371,463.85	93.97
148	37.50	1,132.97	47.08	-	-	-	-	-	-	-	1,217.55	1,461.19	2,678.74	45.45
149	154.50	57.44	1,385.79	-	-	-	-	2,662.64	450.00	1,586.00	6,296.37	4,449.93	10,746.30	58.59
Special Areas	86,348.92	10,726.60	95,434.68	145,242.11	-	6,428.96	2,200.00	574,321.79	156,304.01	113,399.00	1,190,406.07	430,296.26	1,620,702.33	73.45
	337,387.42	338,084.95	692,209.25	3,138,888.91	102,782.86	136,855.29	9,127.74	3,385,443.13	856,261.47	1,123,642.00	10,120,683.02	2,822,887.08	12,943,570.10	78.19

\* Dominion Park with local authority for school and hospital purposes only. \*\* Part in Dominion Park.

NOTE: The Special Areas and improvement districts are under Provincial Government administration. Under Direct Grants, crown leases and the Municipalities Assistance Act Grant are direct payments to each municipality trust account. The remaining Direct Grants are credits for payments on the books of the departments concerned. Indirect Grants are grants paid to the local school and hospital authorities concerned and to express these grants in terms of their assistance to municipalities the school grants have been prorated on an assessment basis in the same proportion as the school demands on the tax levy while hospital grants are calculated on a provincial per-capita basis. The resulting figures should therefore be considered as approximations only.



M. D.'S AND COUNTIES

COMPARISON OF GRANTS AND TAXES FOR 1958

1958 COMPARISON OF GRANTS AND TAXES IN COUNTIES AND MUNICIPAL DISTRICTS

DIRECT GRANTS											INDIRECT GRANTS			
Public Wel- fare Assis- tance Act	Home for the Aged and In- firm Act	Municipalities Assistance Grant	Road Grants	Contingency and Natural Resources Road Grant	Land and Forest Leases	Agri- cultural Service Board	Other	School Operational	School Capital	Hospital	Total 1958 Tax Levy	Total Grants and Taxes	% of Grants to Total	
8,841.76	2,089.67	195,041.85	90,306.00	69,764.05	8,582.30	4,749.25	-	402,037.36	125,296.92	115,687.00	538,131.40	1,580,527.56	64.48	
1,308.53	-	112,965.08	101,674.00	21,829.81	10,436.03	21,216.25	4,490.08	259,863.54	59,177.49	66,131.00	755,153.61	1,414,245.42	46.60	
3,226.50	-	125,811.42	80,616.00	55,052.02	396.75	1,726.72	6,490.32	306,532.74	97,111.31	111,943.00	498,512.72	1,287,419.50	61.27	
1,086.98	196.62	169,274.04	97,185.00	29,882.67	277.20	1,659.68	-	354,434.68	153,848.03	77,259.00	488,601.86	1,373,705.76	52.07	
2,183.86	-	116,465.80	77,442.00	29,422.25	16,452.70	-	-	268,707.93	110,118.72	67,041.00	687,834.26	1,320,964.37	54.03	
1,575.90	522.80	149,379.45	79,545.00	48,423.68	2,069.91	10,976.48	-	244,143.98	92,260.30	78,793.00	708,985.76	1,416,676.26	49.95	
627.91	1,902.14	103,859.21	46,386.00	45,010.82	1,549.42	1,674.14	9,621.43	231,863.99	92,306.55	72,748.00	607,549.61	990,831.68	61.31	
652.43	1,112.10	104,215.84	76,280.00	34,946.00	24,482.27	-	3,205.73	186,560.84	106,139.62	54,912.00	592,506.83	1,174,544.48	50.44	
5,958.59	880.18	147,944.09	82,335.00	40,619.39	5,147.78	8,863.50	535.68	320,707.00	150,277.54	89,479.00	541,480.00	1,394,227.75	61.16	
11,799.10	2,131.93	139,332.54	86,656.00	58,845.33	3,392.28	4,796.08	16,512.31	385,674.55	13,477.45	123,006.00	845,623.57	1,525,120.55	55.44	
MUNICIPAL DISTRICTS														
2,790.86	3,619.63	129,816.65	73,010.00	30,631.69	2,210.84	2,368.94	529.10	337,037.10	103,032.60	70,174.00	498,709.36	1,253,930.77	60.22	
563.92	-	74,725.76	46,525.00	47,514.25	1,732.23	6,318.90	2,909.25	126,837.15	105,678.08	40,417.00	341,816.89	795,038.43	57.00	
4,075.68	425.40	172,748.49	88,342.00	26,734.41	11,312.44	9,848.25	-	285,139.80	54,976.10	87,490.00	467,877.07	1,188,969.64	60.65	
20,991.59	-	125,830.88	99,859.00	9,859.00	2,331.13	640.00	1,060.10	482,864.62	54,992.54	151,112.00	773,640.90	1,713,322.76	54.85	
1,101.15	2,298.02	147,432.05	99,405.00	33,810.79	3,374.43	10,474.05	21,819.00	194,564.16	132,135.85	82,472.00	728,907.20	1,289,800.42	56.51	
7,875.53	3,116.69	159,679.92	92,429.00	19,474.07	4,944.55	7,993.16	-	267,290.80	144,715.45	102,726.00	775,632.33	1,585,877.50	51.09	
96.84	1,124.88	35,982.50	16,266.00	9,993.48	1,479.93	265.62	-	59,287.44	12,580.47	11,882.00	147,737.44	215,491.04	68.56	
-	-	120,299.43	96,940.00	33,493.95	-	6,166.30	-	226,511.72	38,052.89	72,566.00	595,252.21	1,270,170.40	46.86	
13,611.53	2,374.66	223,884.55	133,680.00	20,673.77	712.87	3,611.16	27,167.56	307,331.44	138,294.76	166,244.00	1,030,474.97	2,065,686.61	50.11	
2,332.11	1,576.79	63,682.84	49,853.00	50,325.91	6,379.58	3,936.95	749.11	113,523.82	37,695.07	36,803.00	366,640.49	761,200.52	48.17	
-	-	142,059.88	91,468.00	46,165.95	655.79	6,858.86	137.10	221,946.13	140,702.50	91,715.00	798,933.36	1,544,551.47	48.27	
-	-	165,527.56	96,760.00	32,025.84	1,105.95	-	-	328,291.68	95,722.67	120,549.00	839,982.70	1,614,751.99	52.02	
725.60	-	98,802.99	55,936.00	20,230.66	4,826.30	-	2,380.06	175,049.76	41,267.50	47,073.00	448,200.90	804,408.36	55.72	
3,046.22	1,638.59	94,756.95	55,724.00	26,972.82	1,263.75	-	-	177,987.61	253,205.59	166,790.00	522,879.45	1,345,853.86	58.19	
8,132.92	3,101.47	184,944.25	118,486.00	48,988.62	1,775.91	12,529.02	2,221.90	546,678.18	253,205.59	156,790.00	966,970.75	2,312,824.61	58.19	
1,835.90	648.60	108,486.27	64,995.00	24,372.17	3,789.63	5,508.55	-	206,809.54	36,413.38	58,253.00	868,124.25	1,506,558.86	53.10	
2,513.10	2,817.48	139,556.20	91,750.00	50,987.33	1,089.05	1,798.71	33,614.94	339,631.64	117,684.51	88,478.00	868,124.25	1,506,558.86	53.10	
9,693.27	1,489.72	135,621.16	102,838.00	19,863.17	2,133.94	6,534.74	2,307.10	442,820.30	117,684.51	125,138.00	867,971.52	1,708,165.01	50.81	
2,397.38	659.28	115,566.07	88,504.00	25,229.13	757.84	6,534.74	2,307.10	329,246.85	234,167.80	108,563.00	917,826.40	1,831,759.59	49.89	
13,938.33	2,164.48	189,791.32	113,364.00	49,946.68	11,981.61	8,433.69	4,242.91	328,315.79	230,839.01	121,342.00	1,074,379.82	2,033,270.93	52.84	
2,127.55	441.96	141,250.97	79,004.00	37,759.43	1,149.06	5,187.12	15,390.35	298,725.82	101,863.78	87,646.00	537,797.96	1,308,344.00	58.89	
12,083.28	6,493.05	160,795.50	101,026.00	114,649.41	1,511.18	5,575.96	27,716.47	488,734.80	217,547.12	142,103.00	1,278,235.77	2,309,570.22	55.35	
2,549.38	10,027.41	131,300.38	77,021.00	16,045.26	423.99	2,842.99	-	356,118.47	32,507.35	92,482.00	721,318.23	1,224,082.70	58.93	
5,272.36	1,869.10	79,936.47	86,505.00	19,653.52	332.08	5,897.80	21,051.37	359,020.84	320,171.04	100,100.00	999,809.58	1,471,172.72	67.96	
11,912.59	11,069.49	130,000.00	64,959.00	10,000.00	56.72	4,270.61	12,979.87	344,158.42	684,928.51	115,349.00	1,389,684.21	2,991,344.44	46.46	
10,485.03	3,851.88	89,604.72	67,330.00	58,778.08	1,134.90	1,954.74	22,450.35	320,129.13	186,182.42	110,383.00	871,220.72	1,601,660.23	57.22	
5,696.46	1,334.88	152,722.16	66,947.00	102,802.30	1,134.90	-	-	532,337.92	46,518.50	103,727.00	1,013,221.12	1,424,354.85	71.14	
4,716.70	1,985.55	103,196.08	53,003.00	43,365.59	798.52	2,154.25	9,385.16	414,613.50	65,200.19	116,519.00	815,053.99	1,117,465.51	72.94	
3,198.06	1,876.56	127,558.34	53,012.00	25,233.80	798.52	3,487.05	2,133.90	309,853.34	177,687.51	71,721.00	776,560.08	1,045,518.86	74.28	
3,757.99	4,436.03	153,641.79	88,448.00	49,999.97	15.40	12,695.84	15.40	456,006.72	210,318.65	180,245.00	626,373.58	1,789,495.97	65.00	
8,472.85	3,431.96	128,732.97	73,284.00	19,314.66	4,711.08	2,449.94	14,067.90	433,757.00	103,293.86	113,503.00	905,019.29	1,335,307.01	67.78	
5,052.33	3,241.68	132,231.70	67,525.00	37,043.72	4,337.72	3,842.16	3,842.16	322,172.16	58,920.49	89,596.00	347,090.53	1,080,871.90	67.89	
1,610.11	1,818.67	173,175.63	68,331.00	13,217.16	6,786.12	9,818.05	702.71	402,080.73	229,622.56	95,771.00	1,115,493.74	1,993,536.37	80.05	
1,080.09	784.80	114,858.91	49,567.00	80,030.41	4,592.96	2,604.28	-	329,005.28	55,990.24	77,272.00	715,559.97	972,652.73	73.57	
18,080.52	2,633.76	104,708.01	42,685.00	21,000.00	12,243.33	2,390.29	23,484.05	225,741.03	135,918.26	51,415.00	640,999.25	891,087.51	71.86	
314.20	989.46	37,185.25	16,083.00	4,889.24	1,134.43	4,208.00	-	103,191.81	41,507.35	16,369.00	222,674.28	318,120.48	70.00	
849.24	46.80	40,134.72	19,861.00	29,207.07	516.13	-	-	117,106.87	12,439.82	22,516.00	247,828.31	383,874.66	64.56	
541.84	-	41,352.77	25,950.00	52,833.98	1,152.50	-	-	136,070.64	-	24,505.00	282,453.53	407,503.54	69.31	
219,692.52	106,563.30	6,035,891.41	3,575,000.00	1,906,054.31	178,026.68	209,226.58	332,579.17	14,406,516.62	5,770,124.71	4,265,703.00	37,005,378.30	63,808,793.47	57.99	

NOTE: Direct grants are as shown in each Municipality's Audited Financial Statement. In the case of Counties, school grants are paid direct to the County Councils. All other indirect grants are paid to the school and hospital authorities concerned and to express these grants in terms of their assistance to municipalities, school grants have been prorated on an assessment basis in the same proportion as the school demands on the tax levy and hospital grants have been calculated on a Provincial per-capita basis. The resulting figures should therefore be considered approximations only.



TRAINING AND ACCREDITATION

(From Page 3)

answers will match the tally of questions posed and problems studied. This is not to say that we will not gain new and valuable knowledge in our studies but it does mean that although we may not succeed in solving all our problems we will obtain a better understanding of the essential character of these problems.

So much for the study material and the substance of our course. The material is assembled by us from prepared discourses written by members of the University staff, members of the Department of Municipal Affairs staff and by secretary-treasurers and others who contributed on special subjects. It is intended that continual revision and editing will be done on these lessons as the program progresses.

SECOND OBJECTIVE

The second objective I stated earlier was to distribute our collected materials to a student body mainly composed of administrators and to conduct an "in service" training program for the student body.

This has been done through a program of weekly mailings of lessons and monthly meetings in regional centres for discussion of the material. A selection of reference reading texts and statutes was distributed as well. The weekly production of lesson papers was suspended during late December and for the month of January but were resumed in February. In total 19 lessons were distributed between October 6 and April 1. Five monthly seminars were held in each of 13 meeting centres and 16 seminar groups were assembled each month. The discussions held during these meetings centred mainly on the printed publication and the sets of discussion questions suggested at the end of each lesson.

I should say that participation in these discussions was an experience that we all valued very highly. Those of the students who had studied and prepared themselves beforehand were in a position to acquire new ideas and study and assess the old ones to their very great benefit. Those who were not prepared by prior studies were at a disadvantage in following all the discussions and thus lost much of the benefit they could have gained otherwise. In January and April we had review sessions covering all the material studied in the preceding lessons. The January tour of meetings of administration classes was taken by a member of the Inspection Branch and other experts were used in the tour of the assessment groups.

This seminar type of training proved to be both enjoyable and highly effective. Much frank discussion of local situations and local practices was obtained and the lesson material was related to these discussions. I was able to carry some of the arguments and propositions from one group to another and attempted by that means to expand the fund of experiences available to all groups. This is the area of the work in which my contribution seems to be most effective. The instructor travelling to the various regional groups, discussing the lesson material and local problems with each group has a very great opportunity to serve these groups in carrying ideas and disseminating information as to events and practices in other areas. It is the purpose of the instructor to relate the local or regional issues to the governing principles. But only the local people who have complete knowledge of the local situation can offer the best solutions in applying the principles to specific cases.

It may interest you to know that in some of the other provinces and states where courses are being offered public administrators, the approach is based on the "case study" method. Specific cases are described in detail and from a study of these cases, trainees attempt to extract the principles which are found to apply. We have preferred to state the principles and apply them to specific problems, either real or hypothetical. This allows a more intensive study of principles and a greater freedom in bringing the theory of public administration to bear on specific problems. In fact we have generally avoided the use of hypothetical circumstances of cases.

The seminars were well attended throughout the year and according to remarks made by the participants they were the most valuable part of the whole program.

SUITABLE ACCREDITATION

The third objective of our division is to award accreditation to those who successfully complete our courses.

It is intended that after successful completion of the full three-year course a certificate shall be issued by the University. The marks obtained by individuals will be communicated to no one but the candidate himself unless he specifically requests that an employer or some other person be notified.

In determining the grades to be given to participants the exam-

ination papers are marked by the instructor first. Then a review is made by an examinations committee. The examinations committee has been empowered to call upon members of the advisory committee for assistance dealing with grades of individual participants, and it is believed that special circumstances and qualifications of any participant will be given recognition by this group.

The results of the first year of our course in Municipal Administration are as follows: Of 116 students eligible to write the examination there were 16 first class papers (80% or better); 45 second class papers (65%-80%); 34 third class papers (50%-65%) as well as 21 failures or eligibles who did not write. Finally, there were 13 others who enrolled and later withdrew or had not paid their fees in full and were otherwise ineligible to write the exam.

The results from the assessment course were very similar in that out of 122 eligibles there were 15 first class, 42 second class, 46 third class and 19 failures or eligibles who did not write.

A supplementary examination will be provided for those in the unsuccessful group who wish to attempt to complete the first year before the second term begins.



## THE BACK FENCE

365 Bayview Avenue,  
Toronto, Ontario.

Dear Bruce:

I have just perused the June issue of The Alberta Counsellor which, in my opinion, is a very good periodical for all officials of municipalities.

Naturally I am very interested in your new Provincial Assessment Manual described in this issue. We are pressing the Ontario Government to have a new manual (prepared) and to bolster our arguments with the Provincial Government, the Research Committee of The Association (of Assessing Officers of Ontario) wishes to purchase 10 copies of your new manual so that we can make a study of it. No doubt a lot of your manual data would be of invaluable assistance to us.

I trust you will not think we are obtaining your manual to copy, but it is our intention to present it to the Provincial Government showing how a manual can be prepared similar to yours in Ontario ...

I also wish to congratulate you on the completion of the first year examination in administration and assessment, and am pleased to see how many enrolled in the first year's course and the percentage of successful candidates ...

J.P. Coombe, Secretary,  
A.A.O.O.

\* \* \* \*

1313 East 60 Street,  
Chicago 37, Illinois.

Dear Mr. Laidlaw:

We are indeed grateful to you for the copy of the manual which we received a few days ago which is a great assistance in achieving a high standard of assessment administration in the province of Alberta. You and your associates in this project are certainly to be congratulated on this splendid accomplishment.

I was quite impressed with the manner in which you put the manual together and especially so, with the section on rural land which is frequently missing from most manuals. Incidentally, I have submitted to the program committee for our annual conference a suggestion that we have one session devoted to a discussion of the preparation and use of the assessment manual. If the committee approves this suggestion I certainly am going to invite you to tell about the Alberta manual.

Albert W. Noonan, Executive Director,  
National Association of Assessing Officers.

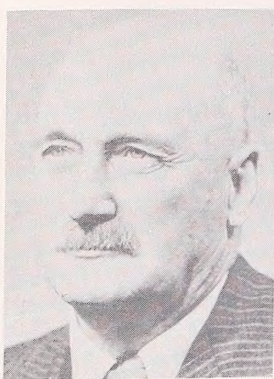
\* \* \* \*

(These two letters were addressed to Bruce Laidlaw, Assessment Commissioner. However, they show so well the reception being accorded Alberta's new Provincial Assessment Manual that we wanted you to read them too —ED.)

The correspondence section of The Alberta Municipal Counsellor is open to any reader for the discussion of any problem. Questions raised will be answered to the best of our ability. Letters may be signed with a fictitious name if that is desired, but we would ask that the real name of any correspondent be disclosed to the editor. All letters will be answered, but space and general interest must be considered for publication.



## LONG IN THE SERVICE



Perhaps you've wondered what it's like suddenly to drop most of your duties. Peter MacDonald, Secretary-Treasurer of Ponoka County No. 3 can tell you. When he left his office for the last time on June 30 he had completed thirty-two years and one month in municipal service. He is still serving as secretary of the Ponoka civil defence unit and also of the Board of the home for senior citizens there. But this will be a considerable change from the full time duties to which he has been so long accustomed.

Speaking of changes, Mr. MacDonald has, of course, experienced many of them. For example, he has served as secretary-treasurer of both small and enlarged municipal districts and finally of the County of Ponoka. In roadwork, he has watched fresnos give way to leaning wheel graders, then to elevator graders and finally to cavernous lowbowl scrapers pulled by mighty cats which are such a far cry from the horses they've replaced. And in the office he has changed from a pen to a typewriter and has adopted the gestetner and ingenious new accounting machines to enable him and his expanding staff to cope with an ever increasing volume of work.

Peter MacDonald was born at Marion Bridge in Cape Breton County, Nova Scotia, on July 30, 1888. He attended Sydney Academy, taught school for six years, and was an undergraduate at Dalhousie University when the first world war broke out. There followed four years (September, 1915 to July 1919) with the 85th Nova Scotia Highlanders during which time he was wounded (at Vimy Ridge). He received his commission as a First Lieutenant in 1918.

In November, 1919, Mr. MacDonald came to Alberta and was in fact on his way to the Peace River Country when he heard that the Bobtail Indian Reserve, north east of Ponoka, was being thrown open by the Soldier Settlement Board. His was one of thirty names to be drawn and during the next seven years (which he described as the happiest years of his life) Mr. MacDonald brought 125 acres under cultivation.

In 1927 he applied for the position of secretary-treasurer of the Municipal District of Fertile Valley #429 and after amalgamation (January 1, 1944) he retained his position with the enlarged Municipal District of Ponoka #66. This went on for another eight years and when the M.D. converted to the County of Ponoka No. 3 on January 1, 1952, Peter MacDonald was appointed County Secretary-Treasurer.

But there are other aspects of Mr. MacDonald's notable record of service. He was one of the original school trustees of the Bobtail District and served on the Ponoka School Board for 12 years, 5 as chairman of the Board.

He was twice president of the Home and School Association, served as secretary of the Ponoka Agricultural Society and vice-president of the Sports Association. For seven years he was chairman of the Civilian Committee of the local air cadets and is past president and life member of the Canadian Legion B.E.S.L. Past Master of the Orange Lodge, he was a member of the Elks for several years. For 28 years he has served on the Board of Stewards of the Ponoka United Church, seven of which he has been Clerk of the Session.

Mr. MacDonald lost his wife in 1956. Their five daughters and 14 grandchildren live in Ponoka, Calgary, Edmonton and Glenboro, Manitoba.

## "J. P." RETIRES

A member of the civil service for over twenty-two years, J. P. Morris was honored July 6th on his retirement when staff members of the Department of Municipal Affairs gathered to wish him well. On behalf of the Department, W. H. Kinsman presented him with a pocket book and money.

Always willing to speak frankly, Mr. Morris in reply said he was "glad to go", but thanked the gathering for their cooperation through the years. Earlier he said he was planning "to sell a little real estate and do some woodworking". Born in Illinois, J. P. has lived in Alberta since 1898.



J. P. MORRIS



## SECRETARY'S CALENDAR

### Municipal District Act

#### Every Month

5th-Within 5 days after the end of each month secretary-treasurer shall prepare statement of moneys received and their disposition, submit to council at next meeting and enter in the minutes. Sec. 61(v).

Sept. 1 - Council shall pay the second installment of requisition under Hospitalization Benefits Act. Sec. 11(2).

Sept. 15 - On or before this day secretary-treasurer shall enter in the assessment and tax roll a statement of all taxes. Sec. 335.

Secretary-Treasurer shall mail notices. Sec. 347.

Secretary-Treasurer shall mail notification of estimated assistance by the Province to all ratepayers. Sec. 347a.

Secretary-Treasurer may distraint if taxes unpaid one month after mailing notice. Sec. 357.

Sept. 15 - Council shall pay quarterly installment of school requisition. Sec. 338.

Sept. 30 - Council shall pay quarterly installment of requisition under the Municipal Hospital Act. Sec. 112(5).

### Town and Village Act

#### Every Month

15th-Secretary-Treasurer shall prepare statement of moneys received and their disposition, submit to council at next meeting and enter in minutes. Sec. 67(r).

Sept. 1 - On or before this date secretary-treasurer shall prepare a tax roll and mail tax notices. Sec. 368, 370.

Secretary-Treasurer shall mail notification of estimated provincial assistance to all ratepayers. Sec. 370a.

Sept. 1 - The second installment of hospitalization benefits requisition due. (Sec. 11(2) Hospitalization Benefits Act).

Sept. 5 - Summer village councillors assume office first Saturday at 7:30 p.m. Sec. 23(4) (c).

Prior to Sept. 10 - Post list of names to be added to voters list. Sec. 121(1).

Prior to Sept. 20 - Voters list Court of Revision. Sec. 122(1).

Sept. 10 - Appoint Returning Officer 2 weeks before the 4th Wednesday in September. Sec. 127(1).

Sept. 15 - Third quarter of school requisition due. Sec. 355(1).

Sept. 17 - Post notice of nomination meeting. Sec. 129(2).

Sept. 23 - Nomination meeting. Sec. 129(1).

Sept. 25 - Post notice of Poll (if required). Sec. 137.

Sept. 30 - Third quarter of municipal hospital requisition due. (Sec. 112(5) Municipal Hospital Act).

## MORE PEOPLE ALL OVER

For the second year in a row, Alberta's population increased 3.5 per cent over the previous year's total. Figures for the year ending June 1 were reported recently by the Dominion Bureau of Statistics. Increase for Alberta during the year was 42,000 bringing our total population at June 1 to 1,243,000.

Alberta's increase is third numerically to Ontario (149,000 or 2.6 per cent) and Quebec (115,000 or 2.4 per cent) but percentage-wise is highest in Canada.

Figures for June 1, 1959 (with last year's totals in brackets), and the per cent of Canada's total population in each province are as follows:

Nfld .....	449,000	-	( 438,000)	-	2.57%
P.E.I. ....	102,000	-	( 100,000)	-	.58%
N.S. ....	716,000	-	( 710,000)	-	4.11%
N.B. ....	590,000	-	( 577,000)	-	3.38%
Quebec .....	4,999,000	-	(4,884,000)	-	28.66%
Ontario .....	5,952,000	-	(5,803,000)	-	34.12%
Man. ....	885,000	-	( 870,000)	-	5.07%
Sask. ....	902,000	-	( 888,000)	-	5.17%
Alberta .....	1,243,000	-	(1,201,000)	-	7.13%
B.C. ....	1,570,000	-	(1,544,000)	-	9.00%

With 34,000 people living in the Northwest and the Yukon Territories, Canada's population at June 1 was 17,442,000 as compared with 17,048,000 one year ago, —a rise of 394,000. The record increase of 508,000 reported in 1956-57 still stands.